

Chapter 2.106

FOURTH OF JULY EXECUTIVE BOARD

(2385-7/79, 2654-11/83, 2754-4/85, 2812-2/86, 2892-3/87, 2923-12/87, 3298-9/95, 3435-11/99, 3760-2/07)

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2.106.010 Established. There is hereby established a Fourth of July Executive Board which shall be an advisory body to the City Council, implementing policy as set by the City Council, and shall work with staff and volunteers to assist in coordinating the City's annual Fourth of July parade and celebration. (2385-7/79, 2654-11/83, 3298-9/95, 3435-11/99)

2.106.020 Composition. The Board shall consist of nine to fifteen members, appointed by Council upon the recommendation of the liaisons to the Board. All members of the Board shall be residents and electors of the City of Huntington Beach. Council liaisons shall possess the power to remove appointees to the Board at any time and without cause, and appoint new Board members subject to the approval of City Council. The Board will establish committees with committee chairs as necessary to implement the Fourth of July activities. (2385-7/79, 2654-11/83, 2754-4/85, 2812-2/86, 2892-3/87, 2923-12/87, 3298-9/95, 3435-11/99, 3760-2/07)

2.106.030 Operating Policies. Except as otherwise stated herein, the Board shall conform with operating policies established in Chapter 2.100 of this code.

2.106.040 Staff Cooperation. The Board will coordinate with Community Services Department staff whose responsibility it will be to prepare and post agenda, take and distribute minutes, develop and process the budget, process contracts/material requisitions, obtain permits, and coordinate activity among city departments. The Community Services Department shall provide a staff liaison to the Board. (3298-9/95)

2.106.050 Meetings. The Board shall establish meeting dates as needed in the City Council Chambers or a posted location subject to the Brown Act. (3298-9/95, 3435-11/99)

2.106.060 Funding. All funds generated by the Board will be deposited with the City. All expenses will be paid by the City for the Fourth of July parade and celebration subject to City purchasing and contracting policies and procedures. (3298-9/95, 3435-11/99)

2.106.070 Officers. The Officers of the Board shall be a Chair and Vice Chair. City Council shall appoint the Chair and Vice Chair on an annual basis based upon the recommendations of the Council liaisons and the Board. (3298-9/95, 3435-11/99, 3760-2/07)

2.106.080 Duties of Officers.

Chair. The Chair shall:

- (a) Serve as the chief officer of the Fourth of July Executive Board and shall preside at all meetings of the Board. (3298-9/95, 3435-11/99)

- (b) With the advice of the Board, select all committee chairpersons. (3298-9/95)
- (c) With the advice of the Board, assign responsibilities subject to approval of the Executive Board. (3298-9/95)
- (d) Be the Official Spokesperson for the Board. (3298-9/95, 3435-11/99)

Vice Chair. The Vice Chair shall:

- (a) Serve as an officer of the Fourth of July Executive Board. (3298-9/95, 3435-11/99)
- (b) In the absence or disability of the Chair, to perform all the duties of the Chair and, when so acting, shall have all the powers of and be subject to all the restrictions upon the Chair. The Vice Chair shall have other powers and perform such other duties as may be prescribed from time to time by the Board. (3298-9/95)

2.106.090 Duties of Executive Board Members.

Members shall:

- (a) Attend all meetings unless excused by the Chair. (3298-9/95)
- (b) Execute all duties as assigned. (3298-9/95)
- (c) Recommend to Council liaisons the removal of any member who has not complied with this Chapter of the Municipal Code. (3298-9/95, 3760-2/07)

2.106.100 Duties of Committee Chairpersons.

Chairpersons shall:

- (a) Serve as leader of committee. (3298-9/95)
- (b) Hold meetings as needed. (3298-9/95)
- (c) With approval of committee members, present recommendations to the Board for action. (3298-9/95, 3435-11/99)
- (d) Present written year end report to the Board at the first meeting following the Fourth of July each year. (3298-9/95, 3435-11/99)

2.106.110 Attendance. Regular attendance at meetings is required to enable the Board to discharge its duties. Any member absent from three (3) consecutive meetings without securing the consent of the Chair, or the designee of the Chair, shall be deemed to have resigned from the Board. The Chair shall notify the Council liaisons of such resignation and request the Council liaisons to appoint a new member. All members are encouraged to attend regular Board meetings so their knowledge and expertise may be utilized to the fullest and they can keep abreast of the Board's plans and activities. (3298-9/95, 3435-11/99, 3760-2/07)

2.106.120 Quorum. At any meeting of the Fourth of July Executive Board, a simple majority shall constitute a quorum for the transaction of business. (3298-9/95)

In the event there is no quorum at a meeting, the Chair shall adjourn said meeting or shall adjourn to a date certain. (3298-9/95, 3435-11/99)

2.106.130 Bylaws. The Board shall adopt bylaws as it deems necessary to provide for such matters relative to its work and administration of its duties which are not otherwise provided for by statute or ordinance, subject to prior submission to and approval by the City Council. (3435-11/99)